Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**LEKSHMIPURAM COLLEGE OF ARTS AND SCIENCE**
Name of the head of the Institution	**Dr. K. Chithamparathanu Pillai**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04651222224**
Mobile no.	**9442711097**
Registered Email	**college_lpc@outlook.com**
Alternate Email	**iqaclpc@gmail.com**
Address	**Lekshmipuram**
City/Town	**Neyyoor**
State/UT	**Tamil Nadu**
Pincode	**629802**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. P.Saravanan**
Phone no/Alternate Phone no.	**04651222224**
Mobile no.	**9442711097**
Registered Email	**iqaclpc@gmail.com**
Alternate Email	saravanan.ppillai@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.lpc.org.in/wp-content/uploads/2018-19-aqar_report.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.lpc.org.in/wp-content/uploads/Academic-Calendar-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.62**	**2011**	**16-Sep-2011**	**15-Sep-2016**

6. Date of Establishment of IQAC	**11-Jan-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Research Workshop	**31-Jan-2020**	**87**

| | 1 | |

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

No Files Uploaded !!!

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Physics Department	UGC Minor Project	UGC	2019 900	2.2
View Uploaded File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Feedback from students, staff, and alumni is collected, analyzed, and submitted to the head of the institution for necessary follow up.

Conducted a student satisfaction survey and analyzed the feedback provided by the students on various aspects of their programmes

Provide all forms of assistance to the departments to conduct seminars, conferences, and workshops at various levels on emerging areas of different subjects.

Prepare a data capture format and templates to collect data for the preparation of various regulatory authorities, namely the affiliated university and the AISHE.

Continuous focus on improving teaching-learning infrastructure and ICT equipment and their maintenance for quality sustenance and enhancement

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To conduct soft skill development programmes to ensure the smartness of the students and other skill development programmes	A oneweek bridge course is provided to the freshmen. A softskill enhancement programme organised for the finalyear students.
To collect feedback from the stakeholders and analyze	Feedback from students, staff, and alumni is collected, analyzed, and submitted to the head of the institution for necessary follow-up.
To document all activities of the institution as per the requirements of the regulatory authorities, namely the university, AISHE, and NIRF.	Most of the activities of the institution are documented, AISHE and other regulatory authorities participate, and efforts are initiated for participation in the NIRF.
To organise seminars, workshops, and conferences at various levels on emerging areas of interest in various subject domain	Department-level seminars were organised by the departments. The research department of Tamil orgnaised a national-level seminar on research methodology.
To organise faculty development programmes in the ICT domain to ensure an ICT-based teaching and learning environment on campus.	The institution failed to conduct a FDP on ICT; however, members of the faculty participated in a FDP on ICT and e-content creation.
To motivate the faculty to publish their scholarly communications in refereed, indexed (Scopus), and in the UGC-Care list of journals.	Members of the faculty publish their scholarly articles in refereed and indexed journals. They also publish articles at various seminars and conferences. Books and chapters in books were published during the period.
To organise community-oriented activities such as tree sapling, cleaning programmes, medical camps with the help of NSS, NCC and others	The NCC unit of the institution undertook a cleaning programme, NSS provided material assistance to students, supporting staff, and the public. Distribution of masks and follow preventive measures
To observe national importance days and celebrations on the campus	Cultural festivals and other important days are observed.
Motivate the students to participate in sports and cultural activities to earn titles for the institution.	Members of the faculty continuously motivate students, and students participate at the inter-collegiate level.
To implement a management information	Efforts are initiated for a management

system (MIS) to practice an e-governance system.	information system for an effective e-governance system.

<div align="center">

[View Uploaded File](#)

</div>

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Committee	**14-Feb-2024**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**31-Mar-2020**
17. Does the Institution have Management Information System ?	**No**

<div align="center">

Part B

</div>

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As an affiliated college, the college follows the curriculum prescribed by the Manonmaniam Sundaranar University, Tirunelveli, Tamil Nadu, from time to time. The semester system is followed for all the programme conducted by the institution. The institution enjoys the freedom of planning the curriculum delivery by keeping the programme objectives and level of students in mind. The curriculum delivery is planned at the institutional level. Every semester, the staff council met well before the commencement of the academic year and finalized the academic activities in the form of an academic calendar. An academic calendar is prepared for both odd and even semesters of an academic year. Based on the general academic calendar, the respective department prepares a departmental activities for the respective departments for each semester in consultation with all other members of the faculty in the department. The syllabus is shared or allocated among the members of the faculty on a rotation basis, keeping the expertise available in the department. The head of the department periodically convenes the department meeting to assess the progress of curriculum delivery as planned, identify any shortcoming, if any, and rectify it at the departmental level. Guest lectures and guest faculty are also employed in order to provide wide exposure to the learners. Members of the faculty insist on maintaining their teaching plan by keeping the Programme Objectives and their outcomes, program-specific outcomes,and course outcomes. The head of the institution also convenes the

staff council at regular intervals to evaluate the progress of curriculum delivery as pre-planned and as per the academic calendar. Freedom was provided to the individual faculty to adopt appropriate student-centric and topic-oriented teaching-learning methods according to the level of students and the nature of the content. The heads of the departments are directed to ensure ICT based day-to-day teaching. The institution conducts the internal assessments as directed by the affiliated university. A model examination is also conducted every semester just to familiarize students with the university examination and prepare them for it. Members of the faculty are advised to participate in orientation courses, refresher courses, and other faculty development programmes to enrich their pedagogical skills. ICT training is also provided to the faculty to enrich their skills in the ICT-based teaching and learning process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
View Uploaded File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	Nil	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nill	0
View Uploaded File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Tamil	54
BSc	Zoology	36
MA	Tamil	8
MA	English	33
MA	History	11

MSc	Biochemistry	11
MSc	Information technology	15
MSc	Mathematics	28
MSc	Physic	27
MCom	Commerce	4

View Uploaded File

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The IQAC collected feedback from stakeholders, namely students, alumni, faculty members, and parents, on curriculum, administration, infrastructure, library, and other aspects. The collected feedback is analyzed stakeholder-wise by the IQAC and discussed in the IQAC meeting. The observations from the feedback are compiled, and possible suggestions to overcome the shortcoming in the existing system are reported to the principal for further action. The principal discusses positive as well as negative points with the members of the faculty and then submits them to the college management for action taken to improve the existing system of curriculum, curriculum dissemination, teaching-learning mechanisms, evaluation, infrastructure facilities, added facilities for the students, and campus infrastructure. After discussion with the members of the college committee, appropriate actions will be implemented. Based on the feedback collected from the students, the pitfalls of the curriculum are reviewed, and their observations are submitted to the respective boards of studies. For the collection of feedback from the students, Google Forms were used from 2019-20 due to the pandemic situation. Feedback collected from the stakeholders is an input for the betterment of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Tamil	60	85	45
BA	English	64	180	60
BA	History TM	60	100	59
BA	History EM	60	57	41
BSc	Mathematics	48	107	48
BSc	Physics	48	128	45
BSc	zoology	48	101	42

BSc	Information Technology	48	89	40
BSc	Biochemistry	48	62	22
BSc	Electronics	48	47	23
	View Uploaded File			

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1657	238	59	15	15

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
89	63	52	5	0	55
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution follows a mentoring system in order to provide guidance to the learners for both vocational and higher education and to solve the learning difficulties faced by them during the period of study. Since 2005, an effective mentor system has been practiced in our institution to assist learners and thereby develop one-to-one relationships. Mentors are allotted to the students by the respective heads of departments when they are enrolled in the first year of the three-year degree programme, that mentor will be in charge till the end of the programme. An average of 3–5 students were allotted to the individual faculty based on the number of full-time faculty and the number of students enrolled. On average, 14 to 15 students will be allotted to a teacher from the first year to the final year of the programme. The periodic meetings are conducted by the mentor to diagnose the learningdifficulties faced by them in their classes, both formally and informally. Other issues, if any, faced by them and family issues, if any, are also discussed with the mentor on the basis of their relationship. Mentors provide proper guidance and counseling, referral service, and timely interventions if needed, counselling is also arranged for them by the professional counsellor. The students are free to consult their respective mentors at any time on campus. They provide information on scholarships and financial assistance available to them under various schemes of the government. Financial assistance is also arranged for them to remit examination fees and to meet medical expenses. The mentor recommended the poor and needy students as beneficiaries of the free noon meal offered by the institution with the financial assistance provided by the like-minded teaching staff. A few mentors are remitting their examination fees to the university, considering the economic situation of the students. They are further motivated to join Career Guidance Information, to attend competitive examinations, and to prepare for qualifying examinations like UGC-NET, SLET, and the like. Higher educational opportunities available in their respective fields are provided from time to time. Since the majority of the students who seek admission in various programmes are girls, awareness of health information as well as the need for a balanced diet are also explained to them. Students are establishing good relationships with their mentors even after the completion of their degree programme. For the postgraduate graduate programme, respective research supervisors serve as mentors until the completion of their study programme. They are also advised to utilize the library resources effectively to broaden their intellectual domain.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio

institution		
1895	89	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
103	89	14	5	53

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nil	Nill	NA
View Uploaded File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	1113	Semester	28/09/2020	12/10/2020
BA	1105	Semester	28/09/2020	12/10/2020
BA	1107	Semester	28/09/2020	12/10/2020
BA	1108	Semester	28/09/2020	12/10/2020
BSc	1517	Semester	28/09/2020	12/10/2020
BSc	1522	Semester	28/09/2020	12/10/2020
BSc	1527	Semester	28/09/2020	12/10/2020
BSc	1516	Semester	28/09/2020	12/10/2020
BSc	1501	Semester	28/09/2020	12/10/2020
BSc	1509	Semester	28/09/2020	12/10/2020
View Uploaded File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institutiojn follows internal assessment mechanism for all the undergraduate, post graduate and pre-research programme, in which the final performance of the students in external examinations is in the ratio 75:25. The progress and achievements of the students in teaching are continuously monitored, and the internal assessment mechanism practiced by the institution is termed Continuous Internal Evaluation (CIE). In every semester, three internal assessment tests are conducted in between 25 and 30 working days, and the average of the best two marks is selected as the final for 20 marks, and the remaining five marks are for assignments. Multiple-choice questions and assignments are also included in the internal assessment. The marks scored by the individual students in the continuous internal examinations are displayed on the department notice board to ensure complete transparency in the

institutional internal assessment system. Student grievances, if any, with the internal assessment can be addressed to the teacher-in-charge or the head of the department. The answer scripts are handed over to the students for them to diagnose their own mistakes. Moreover, the marks secured by the students are uploaded by the concerned faculty to the university examination online portal as instructed by the university. The copies of the internal assessment marks were kept in the department for official purposes.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution prepares a general academic calendar at the institutional level annually and circulates it among the members of the faculty and students, which clearly shows the details of internal examinations and tentative schedules of internal assessment for both odd and even semesters. The respective departments strictly adhered to the academic calendar to conduct the internal assessment. Based on the general academic calendar, every department prepares its own schedule of internal assessment, which is communicated to their respective department and displayed on the respective department notice board. The timeline prescribed by the department is strictly adhered to for the conduct of examinations and for submissions of assignments.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.lpc.org.in/wp-content/uploads/POs-PSOs-2017-18.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1105	BA	English	54	45	83.3
1107	BA	History EM	36	8	22.2
1108	BA	History Tamil Medium	34	5	14.7
1113	BA	Tamil	52	25	48.07
1501	BSc	Biochemistry	12	9	75
1508	BSc	CDF	16	12	75
1509	BSc	Electronics	20	1	5
1516	BSc	Information Technology	30	10	33.3
1517	BSc	Mathematics	49	37	75.5
1522	BSc	Physics	46	36	78.26
		View Uploaded File			

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the

 https://www.lpc.org.in/wp-content/uploads/Student-Satisfaction-Survey-new.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	900	UGC	2.2	0.15

View Uploaded File

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	NA	NA	Nill	NA

View Uploaded File

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	NA	NA	NA	NA	Nill

View Uploaded File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Tamil	2
English	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	1	5
International	Chemistry	1	1
International	Mathematics	1	1

View Uploaded File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Tamil	9
History	2
Physics	1
Chemistry	4
[View Uploaded File](#)	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Growth and characterization of organic material 3,4,5-trimethoxybenzaldehyde single crystal for optical applications	Dr. Suthan T	Optics and Laser Technology	2019	22	Lekshmipuram College of Arts and Science	16
Adsorption kinetic and isotherm studies of Azure A on various activated carbons derived from agricultural wastes	Dr. P. Muthuirulan	Arabian Journal of Chemistry	2019	4	Lekshmipuram College of Arts and Science	4
Fuzzy totally completely pre-irresolute and fuzzy totally completely continous mappings	Dr. Sankari M	The Journal of Fuzzy Mathematics	2020	2	Lekshmipuram College of Arts and Science	2
[View Uploaded File](#)						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Growth and characterization of organic material 3,4,5-trimethoxybenzaldehyde single crystal for optical applications	Dr. Suthan T	Optics and Laser Technology	2019	14	22	Lekshmipuram College of Arts and Science
Adsorption kinetic and isotherm studies of Azure A on various activated carbons derived from agricultural wastes	Dr. P. Muthuirulan	Arabian Journal of Chemistry	2019	13	4	Lekshmipuram College of Arts and Science
Fuzzy totally completely pre-irresolute and fuzzy totally completely continous mappings	Dr. M. Sankari	The Journal of Fuzzy Mathematics	2020	2	4	Lekshmipuram College of Arts and Science
			[View Uploaded File](#)			

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	32	9	0
Presented papers	1	13	5	0
Resource persons	3	0	3	4
[View Uploaded File](#)				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Covid-19: Free Mask Distribution	NSS	8	20
Helping to Poor during Covid-19	NSS	10	106
[View File](#)			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	0	0	0
[View File](#)			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachhata Pakhwada	NCC	Cleaning Programme	2	85
Cleaning Programme	NCC	Colachel War Memorial Monuments	2	45
[View File](#)				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	0	0	0
[View File](#)			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	NA	NA	Nill	Nill	0
[View File](#)					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	NA	0

<div align="center">View File</div>

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Others	Existing

<div align="center">View File</div>

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Autolib	Partially	4	2004
Koha	Partially	1711	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23305	2385244	64	30000	23369	2415244
Library Automation	23305	0	64	0	23369	0

<div align="center">View File</div>

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Goma S	Physics	PPT, Google Classroom	Nill
Dr. Suthan T	B.sc Physics	PPT, Google Clasroom	Nill
Rajesh C	B.Sc Information technology	MP4, PPT	Nill
Shirly Fernando R	English	Google Classroom	Nill
Xavier Chandra Bose, A	English	Google Classroom	Nill

| Elamaran S | Tamil | Google Classroom | Nill |

[View File](#)

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	139	4	10	1	4	8	27	100	0
Added	0	0	0	0	0	1	0	0	0
Total	139	4	10	1	4	9	27	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Computer Lab	Nill
Camera	Nill
Video recorder and supporting systems	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
Nill	515981	Nill	909969

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution framed their own separate procedures and policies at the institutional level to maintain physical, academic, and support facilities such as laboratories, libraries, sports infrastructure, computers, classrooms, etc. The physical facilities of the institution are utilized at the optimum level. Old constructions, namely class rooms, seminar halls, and offices, are either renovated or rejuvenated at periodic intervals. Whitewashing is carried out at least once every three years. Instruments available in laboratories are repaired and calibrated at periodic intervals by instrument suppliers. Computers are upgraded with the latest configurations and repairs. Maintenance of computers and peripherals is carried out by ACT Automation, Nagercoil. The original software and operating systems were installed on almost all computers. Logbooks are used in laboratories and other service points. Damaged sports items are auctioned, and new items are procured on a need basis. Books for new editions and journals are procured at regular intervals to fulfill the information requirements of the user community. Newspapers are purchased from the vendor and the amount for the same are to be provided by the special fee, and the amount collected from the sales of old newspapers is deposited in the

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	BC/MBC Scholarship SC/ST Scholarship	505	911441
b)International	Nil	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge Course	24/06/2019	637	Department of English
Mentoring	01/07/2019	450	Department of English, Department of Physics and Department of Zoology
Yoga	01/07/2019	550	Department of Physical Education
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2020	preparing for Competitive Examination	50	350	0	35
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

0	0	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	1	20	9
[View File](#)					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	36	BA	English	Lekshmipuram College of Arts and Science, Scott Christian College, Manonmaniam Sundaranar University	M.A MBA B.Ed
2020	18	BA	Tamil	Lekshmipuram College of Arts and Science, S.T hindu College, Manonmaniam Sundaranar University, B.Ed college	M.A; B.Ed
2020	4	BA	Hostory-EM	Lekshmipuram College of Arts and Science, S.T Hindu College	M.A; B.Ed
2020	4	BA	History-TM	Lekshmipuram College of Arts and Science, S.T Hindu College	M.A; B.Ed
2020	21	B.Sc	Mathematics	Lekshmipuram	M.Sc

2020	17	B.Sc	Physics	College of Arts and Science; Scott Christian College	M.Sc
2020	16	B.Sc	Zoology	Lekshmipuram College of Arts and Science	M.Sc; B.Ed
2020	4	B.Sc	Information Technology	University, Scott Christian College	MCA; M.Sc
2020	6	B.Sc	Biochemistry	University	M.Sc, DMLT
2020	4	M.A	English	University Lekshmipuram College of Arts and Science	M.Phil; B.Ed

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	35

[View File](#)

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Intramural Atheletic Event	Institutional Level	250
Intramural Games	Institutional Level	120
Annual Cultural Competition -Talent Show`	Institutional Level	660

[View File](#)

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Nil	Nill	Nill	Nill	NA	NA

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As a healthy practice, the institution conducts student union elections every year for the welfare of the students, During 2019-20, also conducted the student council election for the selection of new office bearers. The institution, develop leadership qualities, faith, and confidence in democracy. The Student Union Council is constituted every year by conducting direct elections among the students and giving due representation to all categories of students, namely the aided and self-finance categories. The following is the constitution of the student council: The Student Union chairman post is reserved for aided students and is elected by all students. The vice chairperson post is reserved for students of self-supporting courses, elected by all students. The secretary post is reserved for aided students elected by all students, and the joint secretary post is reserved for students in self-supporting courses. The other members of the staff council are association secretaries elected by the students of the respective departments, with 11 representatives from each department as members of the student union. A faculty member is assigned as an advisor for the student union council, Prof. M.Ravikumar, Associate Professor served as adviser in 2019-20.. The roles of the student council are:Participation in extension activities conducted by the institution Participation in community-oriented activities Talent Show, College Magazine Sports Day, and regular sports activities Other special events organized by the institution include the annual convocation day, association activities of the department, seminars, and similar events. The following academic bodies have representation on the Student Council: IQAC Sports Committee Library Committee, Anti-Eve Teasing and Anti-Ragging Committee, Student Magazine,College Magazine and anti-ragging committee etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

9466

5.4.3 – Alumni contribution during the year (in Rupees) :

25000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni association conducted only one meeting in 2019-20

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Practices for Decentralization and Participative Management Practice 1: Onam Celebration 2019 The traditional harvesting festival of Kerala, namely ONAM, was celebrated on campus as a healthy practice of celebrating the customs and traditions of society. Even though Onam is the celebration of Kerala, particularly the Malayalis, the Kanyakumari district is attached to Kerala in many ways. It was part of Travancore until 1956, and then it was attached to Tamil Nadu during the reorganization of states. The celebration of Onam is included as one of the items on the agenda of the staff council. The convenor

for the same is selected after discussion, and sub-committees are formed. The dates and details of competitions are discussed by them in a joint meeting. Individual tasks are assigned to each committee, and judges are invited from outside to adjudge the Athapoo competition. Dr. V.S. Prasanth, Assistant Professor and Head of the Department of History, was selected as a convenor, and under his leadership, several sub-committees were constituted with the cooperation of the members of the faculty. The whole college celebrated the function with the cooperation of both teaching and non-teaching staff, as well as supporting staff and students. The success of the celebration is evidence of practising decentralised decision-making and participative management in all decision-making. Practice 2: Model Examination Committee 2019. A typical example of decentralized and participative management during 2019-20 is the conduct of model examinations, which is also one of the best practices followed by the institution to morale booster among the students on upcoming semester examinations. The Staff Council passed a resolution to conduct a model examination both for the odd and even semesters after discussion with the members of the Staff Council, which is the highest decision-making body in academic matters at the college. After discussion with the members of the staff council, a coordinator was selected. Members of the committees are nominated by the principal after consulting the coordinator, giving due consideration to seniority, experience in conducting examinations previously, and so on. Then the committee holds a meeting to decide the mode of operation involved in the conduct of the examination and assigns individual and group tasks. Professor Dr. C. Sunithra, Department of Zoology, was selected as coordinator for the conduct of the model examination both in odd and even semesters. The assigned works are carried out by the individuals with the cooperation of all the members of the faculty. The opinions and suggestions proposed by the members of the faculty are effectively included in the conduct of the model examination. It is the joint effort of all concerned. After conducting a week-long examination, answer scripts are handed over to the department, which collects the marks scored by the students from the members of the faculty. The difficulties and problems encountered are discussed, and suggestions are proposed for further arrangements next time. Due to COVID-19, second-semester model examinations are not conducted.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The curriculum prescribed by the university is followed. The implementation of the same is carried out at institutional level. For proper implementation, the institution has prepared academic calendar, staff council meeting, department level meeting, departmental academic calendar, allocation of subjects to individual faculty, teaching plan, and examination calendar.
Teaching and Learning	Student centric methods are followed for classroom teaching-learning process in addition to traditional lecture method. ICT is employed in appropriate

	level based on the nature of the subject matter and level of students,videos, animated ppts are used as complimentary resources in addition to the regular class room instruction.Remedial teaching for the slow and enriched activities are given to the advanced learners
Examination and Evaluation	Institution follows internal assessment mechanism, details of assessment tests are provided in the general and academic calendar. Students performance in internal examinations are inputs for remedial and enrichment activities. Marks of the internal assessments are directly uploaded by the concerned faculty in Exampro software of the university
Research and Development	For the promotion of research activities, institution has established two university recognised research centres in Tamil and English. Members of the other faculty are also encouraged to supervise research with other recognized research centre.Teaching faculty are motivated to publish in refereed, scopus indexed journals. Further, encouraged to undertake funded projects from funding agencies
Library, ICT and Physical Infrastructure / Instrumentation	Library is partially automated using koha automation software. More library resources including e resources are to be procured in the library. for ICT promotion all departments have Computer and related accessories for creation of e-content and new equipment are to be purchased based on on going research activities of the department
Human Resource Management	Existing manpower are utilised at an optimum level. Unfilled vacancies in aided stream are managed by appointing temporary teaching and supporting staff through Parent Teacher Association.Expertise available in every section or department are identified and utlised appropriately
Industry Interaction / Collaboration	Department namely Commerce, Information Technology, Electronics and Costume Design and Fashion Technology are asked to made tie-up or collaboration with industry for training, placement and industrial visit
Admission of Students	Students are admitted as per the admission rules and regulations

prescribed by the government time-to-time. Reservation policy is strictly adhered. Admission trends in some of the self supporting courses are remain unfilled.hence, it is decided to undertake promotion activities like visiting of nearby schools, organising exhibition, conducting competition, etc. Ninty percent of the seats are filled as per the State Government policy of the reservation and 10 percent of the seats are filled as management quota.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	E-governance in finance and accounts is in preliminary stage only. Salary to the staff are made through ECS system and accounts maintained are through Tally Software. The teaching and non-teaching faculty members are receiving their salary and other benefits from the Government through online portal.Online deposit of EPF for the employees of Self-finance category.
Student Admission and Support	Student admission merit list are prepared with help of excel application as per the existing guidelines of the government. After admission students support namely scholarship and university data entry are carried out at online portal. All eligible students for scholarship are identified and their details are uploaded inappropriate government portal. Their eligible scholarship amounts are directly credited in their account.
Examination	Being an affiliated institution,college enjoys only minimum freedom fore-governance in examination. However, e-governance system of the university for examination software namely ExamPro is used properly for uploading their internal marks, attendance management, downloading hall tickets and for results. University results are communicated to the individual students through SMS by the university
Administration	Day-to-day administration is yet to be automated
Planning and Development	Yet to be automated

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	NA	NA	0

View File

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	NA	Nill	Nill	Nill	Nill

View File

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in Chemistry	1	20/06/2019	03/07/2019	14
Refresher Course in Tamil	1	20/06/2019	03/07/2019	14
Refresher Course in Material Science	2	21/11/2019	04/12/2019	14
Short Term Course	1	22/11/2019	28/11/2019	7
Refresher Course in Teaching -Research and Applications in Mathematics	1	21/01/2020	03/02/2020	14
Refresher Course in Zoology	1	05/03/2020	18/03/2020	14
Short Term Course in Tamil Literature	1	01/05/2020	03/05/2020	3
FDP in Tamil Literature	1	13/05/2020	19/05/2020	7

| Refresher Course in History | 2 | 23/10/2019 | 05/11/2019 | 14 |
| Refresher Course in History | 1 | 07/11/2019 | 20/11/2019 | 14 |

View File

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Aided College Provident fund, Employees Provident Fund, New Health Insurance Scheme, Duty Leave, Leave for participation in orientation and refresher courses and other FDP,Medical Leave, etc	Provident Fund, Health Insurance, Compensatory leaves, Leave encashment, Medical Leave, Leave on Private Affairs, ESIC for Self Financed supporting staff	BC scholarship, MBC scholarship, SC/ST scholarship, minority scholarship, Agricultural labourers children scholarship, Beedi workers children scholarship and Endowments at the instituional level. Freenoon meal scheme and Bus conveyance at concessional rate, no tuition fee for students admitted in aided programme

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conduct internal and external financial audits regularly both for aided programme and self-supporting programme. Internal audits are conducted by the Charted Accountant and external audits are conducted by the Office of Joint Director of Collegiate Education, Tirunelveli. For self supporting courses, the Treasurer of the College Society monitor the fund allocation and utilisation of grant and the accounts are audited by the Charted Accountant, an external agency. Academic audit are also conducted at the department level instead of institutional level.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	NA

View File

6.4.3 – Total corpus fund generated

| 3075000 |

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	The Committee appointed by the Principal
Administrative	Yes	office of the Joint Director of Collegiate Education Tirunelveli	Yes	The Commitee appointed by the Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Honorarium to the members of the faculty who are working in the institution under PTA category. Financial assistance to department for the conduct of seminars, symposia and workshops Financial assistance for the conduct of sports and other cultural event

6.5.3 – Development programmes for support staff (at least three)

Training to the faculty to use computer at the college office Training for online entry particularly for the preparation of ECS and online data entry for scholarship Office automation procedure Training for the digitization of service records of employees and training in Exampro software

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Conducts seminar on emerging areas of interest in their respective discipline. Quality consciousness developed and documentation of events and programmes Outcome based activities both for teaching-learning and other supporting system

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Research Workshop in Tamil	31/01/2020	31/01/2020	31/01/2020	87

View File

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants

			Female	Male
Anti-ragging	**01/07/2019**	**Nill**	**1153**	**504**

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The institution is situated in the rural village of Lekshmipuram, surrounded by nature. The institution makes all its efforts to make the environment free from plastic, preserve water, use rainwater harvesting systems, and plant more trees to protect the environment. Take efforts to minimise the consumption of electric current by using CFL and LED bulbs, tubes, etc. A sound-free generator is installed on campus, and in addition, a medicinal garden is maintained, and there is regular cleaning activity, reflecting environmental consciousness. Plastic waste is segregated and disposed of without causing any harm to the environment.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	**Yes**	**4**
Scribes for examination	**Yes**	**3**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	**1**	**1**	**29/01/2020**	**1**	**Swachhata Pakhwada - cleaning programme**	**Health and sanitation**	**85**
2020	**1**	**1**	**18/05/2020**	**1**	**Covid-19**	**Duty at Police Station**	**32**
2019	**1**	**1**	**29/07/2019**	**1**	**Cleaning**	**Colachel War Memorial**	**40**
2020	**1**	**1**	**12/04/2020**	**1**	**Covid-19**	**Distribution of Kaba Suba Kudineer**	**20**
2020	**1**	**1**	**13/04/2020**	**1**	**Covid-19**	**Kaba suba Kudineer**	**20**
2020	**1**	**1**	**20/04/2020**	**1**	**Covid-19**	**Protective Mask Distribution**	**20**

2020	1	1	22/04/2020	1	Covid-19	Free Mask distribution-Awareness	20
2020	1	1	29/04/2020	1	Covid-19	Providing essentials to poor students and nearby people	106

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Handbook	18/06/2019	Rules and regulations to be followed in the institutions are provided. Code of conduct to be followed in the classroom, and in the institutions are provided
Anti-ragging	01/07/2019	The second and final year students are provided with instructions regarding ragging and its consequences as well as how to treat juniors are provided
Professional Ethics forTeaching Staff	Nill	The UGC guidelines related to professional ethics and code of conduct are circulated.It provides every details of work load for different categories of faculty, code of conduct to be followed in the institution namely towards students,management, and colleagues, file and records to be maintained are well explained

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Day Celebration	21/06/2019	Nil	85
Onam Celebration	11/09/2019	Nil	1500
Independence Day Celebration	15/08/2019	Nil	300

| Republic Day Celebration | 26/01/2021 | Nil | 180 |
| National Science Day | 26/02/2021 | Nil | 150 |

View File

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institution is situated in the rural village at Lekshmipuram, surrounded by greenery nature. The institution take its efforts to make the environment free from plastic, preservation of water, rain water harvesting system, planting of trees, undertake agricultural activities in the vacant land of the college premises by the third party, take efforts to minimise the consumption electric current through using CFL and LED Bulbs, tube etc. Sound free generator is installed in the campus and in addition medicinal garden is maintained, and regular cleaning activity. Plastic wastes are segregated and disposed without making any harm to environment

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Developing Leadership Qualities through Student Council Title of the Practice: "Developing Leadership Qualities through Student Council" Goals of the Practice The practice aimed at developing leadership qualities among the students through the active Student Council of the institution. The institution strongly believes that the students of today are the leaders of tomorrow if they are properly channelled, they will emerge as effective leaders to lead the coming generation. The Context The nation requires effective leaders to shape the future of modern India. Leaders are not born, but they are created by the right person in the right way at the right time. The student community has a lot of will and power to organise, manage, lead, discuss, and logically present their thoughts, and lead. Proper direction, guidance, motivation, and encouragement help them shine like stars if they are not guided properly, they are diverted and revolt against the concept of democracy. Thus, an active student council promotes leadership qualities in the younger minds and helps them understand the concept of democracy and its practice. The Practice To foster confidence among the younger minds, the institution constitutes an active student council every year by following the democratic principle of voting rights. The institution follows the election procedure of voting to select student representatives for various positions in the student council. Notifications with guidelines are published timelines are provided for filing nominations scrutiny time for withdrawal publication of eligible candidates for the election time for campaigning and polling by following the procedure similar to the election conducted by the government. All students who are enrolled in the college are provided with voting rights. Selected candidates assume office by taking oaths. They are properly guided by the student union adviser. Elected representatives conducted or led most of the student-related activities on campus. The Success The students actively participate in student union council elections every year, and their involvement in active student council activities itself is a success of the practice. They understand how the elections were conducted at the miniature level, what procedures were followed for filing nominations, and what procedures were followed during polling and counting. A lot of evidence is available that the Students of the institution participated in the local body election of the state government and were selected as councillors to the president of panchayats. Two of the former students of our institution represented the Tamilnadu State Legislative Assembly from Padmanapuram and Killiyoor Assembly Constituencies of Kanyakumari District. Resources For the

conduct of student union elections, the activities of the student council require financial implications for the institutions. The college management meets all these expenses for the novel cause of developing leadership qualities among the students and to have confidence in the principles of democracy. Problem Encountered On certain occasions, groups may emerge among the students based on race and locality due to the influence of external factors. The members of the faculty have identified the same in time, and they provide proper mentoring to maintain student fraternity. The institution has to meet the financial requirements to conduct the Student Council election process. Contact Details Dr. K.Chitamparathanu Pillai, Principal-in-charge Lekshmipuram College of Arts and Science Neyyoor-629802 iqaclpc@gmail.com Best Practice 2: Developing Scientific Temper and Curiosity Through Department Association Activities. Title of the Practice "Developing Scientific Temper and Curiosity through Department Association Activities" Goals of the Practice The practice aimed at developing creativity, scientific temper, and curiosity among undergraduate students through the planned activities of the department in addition to traditional classroom learning. It aimed to supplement more information and knowledge for the students in addition to classroom teaching and learning. The Context The purpose of education is the overall development of the individual, which is not limited only to classroom learning but goes beyond that. Every teacher is willing to provide wide exposure to their students to excel in their performance in such a way as to promote scientific temper, curiosity, and creativity. Providing the situation and context makes them engage in divergent thinking, which leads to several solutions to the problem, stimulates their thinking and imagination, and establishes linkages between previously learned concepts and newer ones. The Practice Every department organises activities that promote creativity, scientific curiosity, scientific temper, and curiosity under the label of a departmental association or literary club. Some of the activities of the department association, such as invited talks on emerging areas of their subject, workshops, group discussions, newspaper clippings on emerging issues and discussion on that, paper presentations, writing articles for magazines, creating models, working models, and puzzles, create some kind of vibration in the minds of the young learners. The programmes aimed at creating novelty in their thoughts and actions, creativity, scientific temper, and curiosity. The Success Student involvement in departmental association activities at the institutional level as well as participation in intercollegiate competition itself shows its success. Students who participate in district-level competitions and bring laurels to the institutions are evidence of this practice. The Department of ITs participation in website creation, identification of bugs in the programme, etc. reveals the success story of the practice. Resources Frequent arrangements with department-level associations require financial assistance as well as manpower. Identification of an appropriate resource person poses challenges. Accessing suitable and appropriate technology requires proper planning and the continuous involvement of faculty. Infrastructure facilities such as instruments, computers, and similar are required for effective implementation. Problem Encountered Either the department or the individual is expected to meet the financial requirements for participating in events that promote scientific curiosity, and temper is a financial burden. The members of the faculty have to keep abreast of their knowledge and update their level to keep pace with the development taking place in their subject. Contact Details Dr. K.Chitamparathanu Pillai, Principal-in-charge Lekshmipuram College of Arts and Science Neyyoor-629802 iqaclpc@gmail.com

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.lpc.org.in/wp-content/uploads/Best-Practices-2019-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Social Responsibility of the Institution during COVID-19 Lekshmipuram College of Arts and Science, Neyyoor-629082, Kanyakumari District, Tamil Nadu, has played a pivotal role in providing higher educational opportunities to the weaker and more socially deprived sections of society, namely the rural and coastal belt of Lekshmipuram village, Mondaicadu, Colachel, and the neighbouring areas of the district. By knowing its social responsibility, it renders community-oriented activities and assists the victims of national-level disasters. Towards the end of the academic year 2019-20, i.e., during the 3rdweek of March 2020, the world faced a pandemic situation due to COVID-19. The institution has been indefinitely closed, and students of our institution as well as the neighbouring community suffer a lot. They are not fully aware of how to face pandemic situations social distancing, wearing a mask, and taking vaccinations are beyond their limits. The institution extends its support to the neighbouring community in terms of creating awareness and distribution of preventive mechanisms such as masks, sanitisers, and kaba sura kudineer. NSS and NCC volunteers help the police officials control the movements of people at entry points in the district and provide essentials to the poor and needy students. The head of the institution, NSS programme officers, teaching and non-teaching staff of nearby localities of the institutions, and NSS and NCC volunteers actively participated in such programmes by taking all preventive measures. During the period, a two-day programme is arranged from April 12, 2023, to April 13, 2023, for the distribution of kaba sura kudineer in the neighbourhood of the institution and to create awareness among the public on the prevention of COVID-related illnesses. Around 1000 masks were distributed to the public along with a sanitizer, and the importance of hand washing was explained. A total of 106 kits consisting of essential food items were distributed to the poor students of the college and nearby people. The members of the faculty extend financial support to the needy and poor people in their respective departments through RTGS or NEFT transfers after collecting their parents account numbers. The institution has approached the primary health centre of the locality to arrange the vaccination camps in the institution. This indicates the helping mentality of the family of Lekshmipuram College and the social responsibility of the institution.

Provide the weblink of the institution
https://www.lpc.org.in/wp-content/uploads/Institutional-Distinctiveness-2019-20.pdf

8.Future Plans of Actions for Next Academic Year

Action Plan 2020-21 • To take the necessary steps to provide vaccination to staff and students of the institution in the context of the pandemic due to COVID-19. • To strengthen the online learning mechanism through Google Classroom and other methods for effective teaching and learning during the pandemic period. • To create more awareness among the stakeholders on various online platforms to enhance their knowledge during the pandemic period. • To motivate the faculty to participate in the online FDP programme to enhance their knowledge in their respective fields. • To motivate the faculty to develop e-content and publish it on various platforms. • To collect feedback from the stakeholders using a Google form, analysis and appropriate action may be implemented on campus. • To establish an institutional innovation centre to initiate innovative projects and start-ups. • To motivate the faculty to publish their scholarly communications in refereed, indexed (Scopus), and in the UGC-Care list of journals. • To create more awareness among the public about COVID-19 and the importance of keeping

social distance and taking precautionary measures during the pandemic period. • To organise community-oriented activities such as tree sapling, cleaning programmes, medical camps, and with the help of NSS, NCC, and others. • To observe national importance days and celebrations on the campus. • To strengthen student capability enhancement programmes, organise career guidance programmes and provide coaching for competitive examinations, • To document all activities of the institution as per the requirements of the regulatory authorities, namely the university, AISHE, and NIRF.